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ACTIVITIES IMPLEMENTED JOINTLY UNDER THE PILOT PHASE

Uniform reporting format

Note by the secretariat

I. INTRODUCTION

A. Mandate

1. The Conference of the Parties, at its first session (COP 1), by its decision 5/CP.1[1], decided to established a pilot phase for activities implemented jointly (AIJ). The criteria for such activities and the principles governing the pilot phase were defined in the same decision.

2. At their second sessions, the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the Subsidiary Body for Implementation (SBI) adopted an initial reporting framework on AIJ during the pilot phase. The SBSTA decided to compile and synthesize, in cooperation with the SBI, and with the assistance of the secretariat, information transmitted by the Parties in the form of a report to be considered annually by the Conference of the Parties (COP), and, based on this information, to develop suggestions for improving the initial reporting framework and for addressing methodological issues, as necessary (FCCC/SBSTA/1996/8, paras. 73 and 76).

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[1]For decisions adopted by the Conference of the Parties at its first session, see document FCCC/CP/1995/7/Add.1.

3. At the third session of the SBSTA, Parties considered the progress report prepared by the secretariat (FCCC/CP/1996/14 and Add.1) and requested the secretariat "to make suggestions with regard to a uniform reporting format to promote the consistency of reports with the initial reporting framework" (FCCC/SBSTA/1996/13, para. 38 (a)).

B. Structure of this note

4. Issues related to the initial uniform reporting format and the process and form of submission of reports are contained in the main part of this document. Annexes I and II contain suggestions for an initial uniform reporting format for activities implemented jointly and for national programmes respectively.

C. Proposed action

5. Parties are invited to adopt an initial uniform reporting format for activities implemented jointly. The formats contained in the annexes to this note are presented as a basis for discussion. The initial uniform reporting format will possibly develop over time depending on the results generated by methodological work and experience gained.

II. THE INITIAL UNIFORM REPORTING FORMAT

6. The secretariat received views from seven Parties in time to be considered in this note. Those Parties are: Australia, Canada, Costa Rica, Germany, Mexico, United Kingdom of Great Britain and Northern Ireland, United States of America.

A. Activities implemented jointly

7. Most Parties felt that the uniform reporting format for activities implemented jointly under the pilot phase should be subject to change depending on the results of the methodological work and experience gained. Parties also felt that the uniform reporting format should follow closely the initial reporting framework adopted at the second session of the SBSTA and the SBI and contained in the report of the SBSTA on the work of its second session (FCCC/SBSTA/1996/8). The main structure of the proposed uniform reporting format contained in Annex I is therefore structured according to the initial reporting framework and tries to harmonize the presentation of information in each section of the initial reporting framework based on suggestions by Parties.

8. Consistent with suggestions by Parties the proposed uniform reporting format is accompanied by remarks and suggestions, mainly in the form of footnotes (which in some cases indicate methodological work to improve and refine the uniform format in the future and standard answer checklists).

9. Parties also suggested that data be converted to agreed measurement units in order to facilitate comparison. The AIJ round table to be organized by the secretariat on request by the

SBSTA in conjunction with the fourth session of the SBSTA in December 1996 (FCCC/SBSTA/1996/13, para. 38 (b)) should provide for the exchange of information and experience on ongoing AIJ projects and programmes. These issues could be taken up in this round table as well as in technical workshops on methodological issues.

10. One Party raised the issue of information related to projects under development. It was suggested that those projects be reported in a separate section and grouped regionally. The secretariat has not incorporated this suggestion in its proposal. It is believed that the exchange of information on projects under development could take place in the framework of the round table. This information could be included in the concise update (FCCC/SBSTA/1996/12, para. 38 (d)), regularly prepared by the secretariat, providing for a separate section on projects under development.

11. The issue of the exchange of information on intentions to host or to finance project(s) or a certain type of project(s) was also raised. Such information, when submitted officially, could also be included in the concise update. However, other more immediate ways could be envisaged: for example, provision is made within the CC:INFO/WEB initiative.

12. It is recalled that the SBSTA, at its second session, invited Parties to identify the relevant government authority or ministry authorized to accept, approve or endorse activities implemented jointly and to report them to the Conference of the Parties through the secretariat (FCCC/SBSTA/1996/8, para. 74). This an important aspect with regard to information flow as only information provided to the relevant Convention body by those designated national authorities may be considered. (For the most recent list of such authorities see the update on activities implemented jointly contained in document FCCC/SBSTA/1996/17 or the UNFCCC-Website, URL: http://www.unfccc.de, under CC:INFO products. The latter is updated each time a new authority is identified.)

B. National programmes

13. The reporting format proposed for national programmes is a combination of tables and free text consistent with comments made by Parties which were concerned that the exclusive use of tables would exclude the reporting of more complex features of programmes.

III. PROCESS AND FORM OF SUBMISSION

14. It is suggested that on adoption of the initial uniform reporting format, all activities reported on to date should be resubmitted using the new format in order ensure transparency and comparability of reports. It will as well facilitate the preparation of the synthesis report by the relevant bodies. Any subsequent reporting for each activity will contain only the exact title of the activity and new or updated information (new telephone number for an organization, new set of estimates for the possible greenhouse gas (GHG) emissions avoided, etc.). The activities taken into consideration will be only those for which reports from each

and every designated national authority for activities implemented jointly of the participating Parties have been received, as follows:

(a) In the case of joint reporting: the report is submitted by the designated authority of one participating Party with the concurrence of all other participating Parties as evidenced by attached letters issued by the relevant national authorities;

(b) In the case of separate reporting: the reports are submitted separately by the designated national authority of each and every participating Party. Information will only be compiled once reports have been submitted by all participating Parties.

15. To facilitate the work of the body responsible for preparing the reports as well as of the secretariat in synthesizing and disseminating the information, it is suggested that the secretariat prepare the adopted initial uniform reporting format as an electronic template for some major word-processor softwares. These could then be made available on diskette or other appropriate means to national authorities which wish to use the files when preparing their reports for each activity and/or for their national programme.

Annex I

PROPOSED UNIFORM REPORTING FORMAT: ACTIVITIES IMPLEMENTED JOINTLY

A) Description of project

1) Title of project:

2) Participants/actors:

Please fill in one table for each participant/actor. For individuals fill in as from item "Function within activity".

Item	Please fill in if applicable
Name of organization[a] (English):	
Name of organization (local):	
Department:	
Acronym (English):	
Acronym (local):	
Function within activity:	(standard classifiers to be developed)
Street:	
Post code:	
City:	
Country:	
Telephone:	
Fax:	
E-mail:	
WWW-URL:	
Contact person (for this activity):	----------
Surname:	
First name, middle name:	
Job title:	
Direct tel:	
Direct fax:	
Direct E-mail:	

[a]Organization includes: institutions, ministries, companies, non-governmental organizations, etc. involved in the activity, i.e. research institutes associated with the project, auditors, government agency closely following the activity.

3) Activity:

Item	Please fill in if applicable
General description:	
Type of project[a]:	
Location (exact e.g.: city, region, state):	
Activity starting date:	
Activity ending date:	
Lifetime of activity if different from ending date[b]:	
Technical data[c]:	

[a] For example, using Intergovernmental Panel on Climate Change (IPCC) classification: energy efficiency; renewable energy; fuel switching; forest preservation, restoration or reforestation; afforestation; fugitive gas capture; industrial processes; solvents; agriculture; waste disposal or bunker fuels.

[b] Methodological work will be required to define lifetime of activities.

[c] Methodological work will be required to determine for each type of activity what the minimum data requirements are.

4) Cost:

Item	Year 1	Year 2	...	Year X
Cost of the project in US$:				
AIJ component in US$:				
Evaluation in monetary terms of indirect effects to the extent possible:				
US$ per avoided ton of CO_2 equivalent:				

Describe briefly how costs are determined:

5) Mutually agreed assessment procedures:

Describe the procedures including name of organizations involved[a]:

[a] Please ensure that detailed contact information for all organizations mentioned is reported under section A.2 above.

B) Governmental acceptance, approval or endorsement

As reports may only be submitted by designated national authorities or with proof of their endorsement of joint reports, activities reported may be considered as having received governmental acceptance, approval or endorsement.

1) For the activity:

* First report and joint reporting: please add copies of letters of endorsement by each designated national authority of Parties involved in the activity.

* Subsequent reports:

Activity was: ☐ suspended
☐ terminated earlier

Describe:

2) This report is a joint report:

☐ Yes, forward copy of agreement/endorsement by the designated national authorities involved
☐ No

3) General short comment by the government(s) if applicable:

C) Compatibility with and supportiveness of national economic development and socio-economic and environment priorities and strategies

Describe how the activity is compatible with and supportive of national economic development and socio-economic and environment priorities and strategies (include reference to national plans, laws etc.)

D) Benefits derived from the activities implemented jointly project

Whenever possible quantitative information should be provided. Failing that, a qualitative description should be given. If quantitative information becomes available, it could be submitted using the update(s) (If the amount of quantative information is too large, the source could be indicated.)

Item	Please fill in
Describe environmental benefits in detail:	
Do quantitative data exist for evaluation of environmental benefits:	Yes/no
Describe social benefits in detail:	
Do quantitative data exist for evaluation of social benefits:	Yes/no
Describe economic benefits in detail:	
Do quantitative data exist for evaluation of economic benefits:	Yes/no

E) Calculation of the contribution of activities implemented jointly projects that bring about real, measurable and long-term environmental benefits related to the mitigation of climate change that would not have occurred in the absence of such activities

1) Estimated emissions without the activity (baseline):
Description of the baseline or reference scenario, including methodologies applied:

2) Estimated emissions with the activity:
Description of the scenario, including methodologies applied:

Fill in the following tables as applicable:
Summary table: *Projected emission reductions:*

	GHG	Year 1	Year 2	...	YearX
A) Baseline scenario	CO_2				
	CH_4				
	N_20				
	other				
B) Activity scenario	CO_2				
	CH_4				
	N_20				
	other				
C) Effect (B-A)	CO_2				
	CH_4				
	N_20				
	Other				
D) Cumulative effect[a)]	CO2				
	CH_4				
	N_20				
	Other				

[a)] Methodological work could be envisaged on discount rates.

Summary table: *Actual emission reductions:*

	GHG	Year 1	Year 2	...	YearX
A) Baseline scenario	CO_2				
	CH_4				
	N_20				
	other				
B) activity scenario	CO_2				
	CH_4				
	N_20				
	other				
C) Effect (B-A)	CO_2				
	CH_4				
	N_20				
	Other				
D) Cumulative effect[a)]	CO_2				
	CH_4				
	N_20				
	Other				

[a)] Methodological work could be envisaged on discount rates.

F) Additionality to financial obligations of Parties included in Annex II to the Convention within the framework of the financial mechanism as well as to current official development assistance flows

Category of funding[1] (For each source one line)	**Amount** (US dollars)

[1] List of possible sources: individual/private company/ multinational private company/investment fund/ Global Environment Facility*/World Bank*/ International Finance Corporation*/African Development Bank*/Asian Development Bank*/ European Bank for Reconstruction and Development*/ Inter-American Development Bank*/ United Nations Development Programme*/ Other*

* Please describe:

G) Contribution to capacity building, transfer of environmentally sound technologies and know-how to other Parties, particularly developing country Parties, to enable them to implement the provisions of the Convention. In this process, the developed country Parties shall support the development and enhancement of endogenous capacities and technologies of developing country Parties

Transfer of environmentally sound technologies and know-how	**Describe briefly**

Endogenous capacity supported or enhanced:

Endogenous capacity Name of organization[1]	**Development (DEV) /enhancement (ENH**	**Describe briefly**
	(DEV or ENH)	

[1] Please ensure that detailed contact information for all organizations listed is reported under section A.2 above.

H) Additional comments, if any, including any practical experience gained or technical difficulties, effects, impacts or other obstacles encountered

Fill in as appropriate:

1) Any practical experience gained:

2) Technical difficulties:

3) Effects encountered:

4) Impacts encountered:

5) Other obstacles encountered:

6) Other:

Annex II

PROPOSED UNIFORM REPORTING FORMAT: NATIONAL PROGRAMME

1) Designated national authority for activities implemented jointly

A) Please fill in if not already communicated or if changes have occurred.

Item	Please fill in if applicable
Name of the national authority (English):	
Name of the national authority (local):	
Department:	
Acronym (English):	
Acronym (local):	
Function within activity:	(standard classifiers to be developed)
Street:	
Post code:	
City:	
Country:	
Telephone:	
Fax:	
E-mail:	
WWW-URL:	
Contact person (for this activity):	----------
Surname:	
First name, middle name:	
Job title:	
Direct tel:	
Direct fax:	
Direct E-mail:	

B) Describe the structure of the programme:

2) Process for obtaining approval

A) Brief description of procedure:

B) Description criteria for acceptance of an AIJ:

a) Decision 5/CP.1:

Criteria applied nationally

b) Other criteria:

Criteria applied nationally

3) Description of programme features:

Description:

4) *Summary of activities:*

Type of project[a)]	Title of activity	GHGs			
		CO_2	CH_4	N_2O	Other
		☐	☐	☐	☐
		☐	☐	☐	☐

[a)] For example using IPCC classification: energy efficiency; renewable energy; fuel switching; forest preservation, restoration or reforestation; afforestation; fugitive gas capture; industrial processes; solvents; agriculture; waste disposal or bunker fuels.